



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
August 10, 2021**

CALL TO ORDER

The meeting was called to order at 6:45 pm by Chair Adams.

Present: Chair: Roger Adams; Commissioners: Virginia See, Anita Secord (arrived late to the meeting); City Council Member/Liaison: Mike Feldmann

Staff Present: City Clerk: Jeanette Moeller; Planning Consultant: Hannah Rybak; Acting City Engineer: Shelly Hanson

Absent: Commissioners: John Hughes (with prior notice) and Steve Keating (with prior notice)

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA

Commissioner Secord moved to approve the agenda as presented. Commissioner See seconded. Ayes: all.

CONSENT AGENDA

- A. Minutes of the April 13, 2021 Planning Commission Meeting

Commissioner See moved to approve the Consent Agenda as presented. Commissioner Secord seconded. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the Planning Commission during Open Correspondence.

BUSINESS ITEMS

- A. Public Hearing: Planning Case #2021-04/Request for a Conditional Use Permit to Construct an Electronic Changeable Copy Monument Sign on Property Located at 2410 Industrial Boulevard W (McDonalds)

City Planner Rybak reviewed the property's location and gave a presentation reviewing the applicant's request for a conditional use permit to install an electronic changeable copy sign for the McDonalds property, which is currently being fully remodeled. She noted that a sign permit has already been approved for all the updated signage to be installed on the site, with the exception of a proposed monument sign that would include the electronic changeable copy component. The proposed monument sign has been found to meet all size, height and location standards.

Rybak reviewed the criteria for issuance of a conditional use permit for an electronic changeable copy sign, and indicated staff found that the applicant's request meets the required criteria. With that, she confirmed staff is recommending the Planning Commission consider a motion to recommend approval of the conditional use permit application to the City Council, subject to the five conditions contained in the draft Resolution and staff report.

Chair Adams questioned whether or not the City still needs to issue conditional use permits for electronic changeable copy signs which have become the industry standard.

Moeller noted that at the time electronic changeable copy signage language was added to the sign ordinance, they were newer technology and there was more concern about their use and appearance.

Rybak clarified that the City's sign language regarding electronic changeable copy signs was based on a model ordinance that many cities had followed. The best practice for sign ordinances is that they change with precedent setting cases; and changes would be something she would never not recommend.

Chair Adams opened the public hearing.

With no one in attendance at the meeting for this agenda item, Chair Adams closed the public hearing.

A motion was made by Secord, seconded by See, to recommend the City Council adopt a Resolution approving the request for a Conditional Use Permit (CUP) to allow construction of an electronic changeable copy monument sign on the property located at 2410 Industrial Boulevard W, subject to conditions 1 through 5 as contained in the staff report. Ayes: all.

OTHER BUSINESS

A. Council Liaison Report

Council member Feldmann reported that Spell Capital had withdrawn their application for the former BP station site, acknowledging the difficulties they would have in utilizing the site. Moeller shared that staff has been working with an individual who may make an application for the property for a smaller footprint retail use such as a coffee hut. It may be possible that the building footprint would not trigger land use applications, but a concept plan would be shared with Rybak if it is received. The individual had indicated they would be working on something potentially for submission to the EDA at their August meeting.

Council member Feldmann stated the Council had taken action to table the land use applications for Birch's in order to allow them to rework their plan and come back more quickly before Planning Commission and Council for further review.

Lastly, Council member Feldmann reported that the Long Lake Waters Association had come in and spoken at the Council's last meeting, sharing updated statistics about the carp population in Long Lake and providing information about carp harvesting efforts and methods. Moeller added that the broadcast of the meeting is available on the LMCC's website for any interested Commission members and viewers.

B. Commission Member Business

Commissioner Secord inquired whether there would be a fireworks display at the Buckhorn Days festival. Moeller replied that there would not be fireworks at the event.

C. Staff Business

City Clerk Moeller recognized Planning Consultant Rybak for her work on the City's behalf, and indicated it has been a pleasure working with her.

ADJOURN

Hearing no objection, Chair Adams adjourned the meeting by general consent at 6:59 pm.

Respectfully submitted,

Scott Weske
City Administrator